

PART I

RESIDENT OPPORTUNITIES AND SELF SUFFICIENCY PROGRAM

FY 1999 FUNDING

***BASIC PROGRAM
REQUIREMENTS***

ROSS FY 1999 FUNDING

ROSS BASIC PROGRAM REQUIREMENTS

THRESHOLD REQUIREMENTS

The HUD Grants Management Center (GMC) will conduct a threshold review to determine applicant eligibility. Under the threshold review, you will be rejected from the competition if you are not in compliance with the threshold requirements of the NOFA -- that is, if the standards are not met in the following ROSS funding categories:

Resident Management and Business Development (RMBD)	See NOFA, Section IV, (A), 8
Capacity Building and/or Conflict Resolution (CB/CR)	See NOFA, Section IV, (B), 7
Resident Service Delivery Models (RSDM)	See NOFA, Section V, (G)
Service Coordinators for Elderly and Persons with Disabilities (SC)	See NOFA, Section VI, (H)

Your application must comply also with the following program requirements in the NOFA:

Compliance with Civil Rights Requirements. PHAs must be in compliance with all fair housing and civil rights laws, statutes, regulations, and executive orders as enumerated in 24 CFR 5.105(a). Federally recognized Indian tribes must comply with the *Age Discrimination Act* of 1975 and the *Indian Civil Rights Act*. If you, the applicant, (a) have been charged by the Secretary with a violation of the *Fair Housing Act*, (b) are the defendant in a *Fair Housing Act* lawsuit filed by the Department of Justice, or (c) have received a letter of noncompliance findings under Title VI of the *Civil Rights Act*, Section 504 of the *Rehabilitation Act*, or Section 109 of the *Housing and Community Development Act*, then you are not eligible to apply for funding under this NOFA until you resolve such charge, lawsuit, or letter of findings to the satisfaction of HUD. (See NOFA, Section VII.)

Adhere to the Grant Agreement. After an application has been approved, HUD will enter into a grant agreement with you, which incorporates your entire application as modified by HUD, and setting forth the amount of the grant and applicable terms, conditions, financial controls, payment

mechanism (generally, HUD'S Line of Credit Control System), and special conditions. (See NOFA, Section VIII (B) for more details.)

APPLICATION SELECTION PROCESS

Resident Management and Business Development. Applicants for Resident Management and Business Development Grants are required to address application submission requirements, but are not required to address selection. Eligibility will be determined by applications that meet the threshold requirements of this NOFA.

HUD will accept for funding the first five eligible applications from each of the ten federal regions and from ONAP National Program in Denver (ONAP) on a first-come, first-serve basis for 60 days after this NOFA is published. Any funds remaining after making awards to the first five eligible applications from each region and ONAP will be awarded to the next eligible application from each region or ONAP, then the next, and so forth until funds are exhausted. If sufficient funds are not available in any round to fund an eligible application from each region, the eligible applications will then be funded in the order in which they were received regardless of region.

If sufficient funds are not available in any round to fund an eligible application from ONAP, or if funds remain available after funding every eligible ONAP application, the remaining funds are transferable to other funding categories in this NOFA in the following order: first, to qualifying applications from Tribes/TDHEs for Resident Service Delivery Model grants; second to qualifying applications from Tribes/TDHEs for Resident Capacity Building and/or Conflict Resolution grants; third, to qualifying applications for Resident Management and Business Development grants from applicants that are not Tribes/TDHEs.

In addition, if all funds are not awarded in this funding category to eligible regional applications received within 60 days after this NOFA is published, funds are transferable to other non-Tribe/THDE funding categories in this NOFA in the following order: first, service coordinators; second, Resident Capacity Building and/or Conflict Resolution; third, Resident Service Delivery Models.

Capacity Building and/or Conflict Resolution. Applicants for the Conflict Resolution or Capacity Building grants are required to address application submission requirements but are not required to address selection factors. Applicants are required to include letters of support from the PHA, or Tribe/TDHE on behalf of RAs or Tribal ROs and RMCs to be served.

Eligibility will be determined by applications that meet the threshold requirements. HUD will accept for funding the first two eligible applications from

each of the ten federal regions and from ONAP National Program Office in Denver on a first-come, first-serve basis for 60 days after this NOFA is published.

Any funds remaining after making awards to the first two eligible applications from each region or ONAP will be awarded to the next eligible application from each region or ONAP, then the next, and so forth until funds are exhausted. If sufficient funds are not available in any round to fund an eligible application from ONAP, or if funds remain available after funding every eligible ONAP application, the remaining funds are transferable to other funding categories in the following order: first, to qualifying applications from Tribes/TDHEs for Resident Service Delivery Models; second to qualifying applications from Tribes/TDHEs for Resident Management and Business Development; and third, to qualifying applications for Resident Capacity Building or Conflict Resolution.

In addition, if all funds are not awarded in this funding category to eligible applications received within 60 days after this NOFA is published, funds are transferable to other non-Tribe/TDHE funding categories in this NOFA in the following order: first, Service Coordinators; second, Resident Management and Business Development; third, Resident Service Delivery Models.

Resident Service Delivery Models. All applications are due no later than **90 days** from the publication date of this NOFA. Three types of reviews will be conducted: a screening to determine if the application submission is complete and on time; a threshold review to determine applicant eligibility; and a technical review to rate the applications based on five rating factors listed in the NOFA. A minimum score of **55** is required to be considered for funding.

HUD will conduct the selection process as follows for applicants other than tribes: HUD will first select the highest ranked application from each of the ten Federal regions for funding. After this “round,” HUD will select the second highest ranked application in each of the ten Federal regions for funding (the second round). HUD will continue this process with the third, fourth, and so on, highest ranked applications in each Federal region until the last complete round is selected for funding. If available funds exist to fund some but not all eligible applications in the next round, HUD will make awards to those remaining applications in rank order regardless of region and will fully fund as many as possible with remaining funds.

In addition, if all funds are not awarded in this funding category, funds are transferable to other funding categories in this NOFA in the following order: first, service coordinators; second, Resident Management and Business Development; third, Resident Capacity Building and/or Conflict Resolution.

The selection process is designed to achieve both geographic diversity and a more equitable distribution of grant awards throughout the country.

After rating and ranking, HUD will fund Tribes/TDHEs in rank order until all funds allocated for Tribes/TDHEs have been awarded to the extent that there are eligible applications. Any remaining funds will be transferable to other funding categories in this NOFA in the following order: first, to qualifying applications from Tribes/TDHEs for Resident Management and Business Development grants; second to qualifying applications from Tribes/TDHEs for Resident Capacity Building and/or Conflict Resolution; third, to qualifying applications for Resident Service Delivery Model grants from applicants that are not Tribes/TDHEs.

Service Coordinators. Applicants are required to address application submission requirements, but are not required to address selection factors for Elderly Service Coordinator Grants. PHAs must meet the application and threshold requirements set forth in this NOFA, and submit all of the required information. The applicants identified by the GMC as meeting threshold and application requirements will be funded on a first-come, first-serve basis for up to 30 days from the publication date of this NOFA or until funds are exhausted.

ELIGIBLE APPLICANTS

Resident Management and Business Development

- Site-Based Resident Associations (RAs), Tribes and TDHEs that partner with Tribal Resident Organizations or Tribal Resident Management Corporations, and City-Wide Resident Organizations (CWROs).
- If an RA is a beneficiary or recipient of a proposed grant activity by a CWRO, the RA cannot also apply under this category.
- Previous TOP grantees must demonstrate that they have spent at least 75% of any prior grant by the publication date of this NOFA. Applications from a Tribe or TDHE must include a Memorandum of Understanding.

Capacity Building and/or Conflict Resolution

- Intermediary Resident Organizations (IROs) on behalf of public and Indian housing residents, which include Public and Indian Housing Site-Based Resident Councils, Resident Management Corporations, and Tribes or TDHEs on behalf of tribal residents and tribal RAs, may apply for Capacity Building and/or Conflict Resolution grants. IROs include National Resident Organizations, Statewide Resident Organizations, Regional Resident Organizations, City-Wide Resident Organizations (CWRO), and Jurisdiction-Wide Resident Organizations.

- Non-profits that operate as associations and/or networks that administer programs that benefit public, assisted, and Indian housing resident organizations are also eligible for this funding category.
- An applicant that is not a CWRO must serve a minimum of 10 RAs.
- Previous TOP grantees must demonstrate that they have spent at least 75% of any prior grant by the publication date of this NOFA.

Resident Service Delivery Models

- Family grants – PHAs or Tribes/TDHEs on behalf of public and Indian housing residents, or directly to resident management corporations, resident councils, or resident organizations, including nonprofit entities supported by residents.
- Elderly Disabled grants – PHAs only.
- Previous Economic Development and Supportive Services (EDSS), TOP, or Service Coordinator grantees must demonstrate that they have spent at least 75% of any prior grant by the publication date of this NOFA.

Service Coordinator for Elderly and Persons with Disabilities

- This funding category provides grants to PHAs with developments designated for the elderly and persons with disabilities.
- A PHA may not apply for elderly and disabled service coordinator funding if it has an expiring elderly Service Coordinator or EDSS grant and has spent less than 75% of the prior grant by the publication date of the NOFA.

Please Note: Indian Tribes, their Tribally Designated Housing Entities (TDHEs), or resident organizations are eligible in various funding categories. However, application kit language may, at times, refer generically to applicants or PHAs as a substitute for naming all eligible applicants.

GRANT AMOUNT

Resident Management and Business Development

Total Available: \$6.0 million, of which \$500,000 is for Tribes/TDHEs that partner with tribal RAs

Maximum Grant Award: \$100,000 per applicant

Capacity Building and/or Conflict Resolution

Total Available: \$5.0 million, of which \$400,000 is for applications from Indian Tribes or TDHEs

Maximum Grant Award: \$15,000 per RA represented, up to the following maximums:

City-Wide Resident Organizations (CWROs), and Tribes or TDHEs - \$105,000

All other applicants - \$240,000 per applicant. An applicant that is not a CWRO, an Indian Tribes, or a TDHE is required to serve a minimum of 10 RAs.

Resident Service Delivery Models

Total Available: \$40.6 million, of which \$2.0 million is available for Tribes/TDHEs.

Maximum Family Grant Award:

For PHAs/Tribes/TDHEs with 1 to 780 occupied family units, the maximum grant award is \$75,000.

For PHAs/Tribes/TDHEs with 781 to 7,300 occupied family units, the maximum grant award is \$250,000.

For PHAs/Tribes/TDHEs with 7,301 or more occupied family units, the maximum grant award is \$500,000.

Maximum Elderly/Disabled Grant Awards:

For 1 to 217 units occupied by elderly residents or persons with disabilities, the maximum grant award is \$27,125.

For 218 to 1,155 units occupied by elderly residents or persons with disabilities, the maximum grant award is \$100,000.

For 1,156 or more units occupied by elderly residents or persons with disabilities, the maximum grant award is \$150,000.

Note: Tribes/TDHEs should use the number of units counted as Formula Current Assisted Stock for Fiscal Year 1998 as defined in 24 CFR 1000.316. Tribes who

have not previously received funds from the Department under the 1937 Act should count housing units under management that are owned and operated by the Tribe and are identified in their housing inventory as of September 30, 1997.

The maximum grant award for RAs is \$75,000.

Nonprofit entities supported by residents or RAs are limited to \$75,000 for each RA. Non profit entities supported by residents may be awarded **no more than three** awards for different RAs.

Service Coordinators for Elderly and Persons with Disabilities

Total Available: \$15 million

Maximum Grant Award: Award amounts cannot be higher than the applicant's highest funding and staffing for any one-year period level that was approved for their last funded Service Coordinator grant. An increase of up to 2% over this amount will be allowed if supported by narrative justification.

NUMBER OF APPLICATIONS PERMITTED

Each applicant may submit **no more than one** application, **in one category**, under this NOFA. The **only exception** is that applicants for Service Coordinator Renewal grants may also apply in one additional funding category. The five categories, other than Service Coordinator Renewal grants, are:

- Resident Management and Business Development
- Capacity Building
- Conflict Resolution
- Resident Service Delivery Models-Family
- Resident Service Delivery Models-Elderly/Disabled

Further, to avoid funding duplication, there may be **no more than one** application **per PHA development** (i.e., a PHA and one of its RAs may not both successfully submit an application for a Resident Service Delivery Models-Family grant to serve the same development).

ELIGIBLE PARTICIPANTS

At least 75% of the persons participating and receiving benefits from RMBD and RSDM activities must be residents of conventional public and tribal housing. For applications that are not from a Tribe or TDHE, any other persons (up to 25% per grantee) participating or receiving benefits from these programs must be recipients of Section 8 assistance.

To be served by a Service Coordinator, a public housing development must have elderly residents and/or non-elderly residents with disabilities who together total at least 25% of the building's residents.

RMBD and RSDM Family applicants must provide evidence that at least 51% of those served by the activities are households affected by welfare reform.

ELIGIBLE ACTIVITIES

Resident Management and Business Development	<i>See NOFA Section IV, (A), (5)</i>
Capacity Building and/or Conflict Resolution	<i>See NOFA Section IV, (B), (4)</i>
Resident Service Delivery Models	<i>See NOFA Section V, (E)</i>
Service Coordinator for Elderly and Persons with Disabilities	<i>See NOFA Section VI, (E)</i>

GRANT TERM

The term of your ROSS grant (except Service Coordinators) will be for 36 months from execution of the grant agreement. The term of your Service Coordinator grant will be 12 months from the execution of the grant agreement.

ADMINISTRATIVE

Administrative costs may not exceed 20% of total grant costs.

ASSEMBLING YOUR APPLICATION

This application kit provides the basic tools needed for preparing a complete grant application. Please use the items in Part II of this application kit as cover materials for your application. Part III (Resident Management and Business Development), Part IV Capacity Building and/or Conflict Resolution, Part V (Resident Service Delivery Models), and Part VI (Service Coordinators) contain all other tab cover sheets and threshold and application submission requirements. Other blank certifications and assurances (which should be placed in the final tab of any ROSS application) can be found in Part VII of this application kit.